



## WCF'S CUSTOMER SEMINARS

WCF customer seminars offer up-to-date information for best practices in safety and claims management to help you preserve your company's bottom line.

➔ **Classes are free to WCF policyholders.\***

### On Demand Seminars\*

WCF now provides online streaming safety seminars from WCF's website, [wcf.com](http://wcf.com). To access the seminars, select the "Safety" tab on the top navigation bar and select "On Demand Seminars." You will need your policy number to access the seminar. If you have trouble with the On Demand program, contact us at 385.351.8103.

### Attend Seminars Via Live Video Conference at the WCF St. George or Ogden Branch Offices

Selected seminars will be offered via live video conference at the WCF Ogden and St. George branch offices. Look for the VCO (Video Conference Ogden) and VCS (Video Conference St. George) notations in the calendar schedule or in the seminar description in this brochure to see which seminars are offered by video conference. To register:

- Go online to [www.wcf.com/safety](http://www.wcf.com/safety)
- Or call:

**ST. GEORGE** video conferences, call 435.652.5027 or 1.800.324.9470 ext 5027

**OGDEN** video conferences, call 801.476.2425 or 1.800.611.4550 ext 2425

### Contractors Continuing Education Credit

Select WCF seminars are now pre-approved through the Utah Department of Occupational & Professional Licensing (DOPL) to fulfill the requirements for Contractor Continuing Education as specified in Utah Rule R156/55a. These seminars are designated by the letter (P) for professional credit and (C) for core credit, listed after the seminar description in this brochure. Credit can be given for contractors, electricians, and plumbers licenses. All license numbers are required at the time of attendance, and contractors should keep all course certificates and class materials for documentation/verification purposes should DOPL perform an audit. For more information, visit <http://www.dopl.utah.gov/licensing/contracting.html>.

### Fulfill Association Discount Program Requirements

Attendance of a manager or supervisor to WCF customer seminars will fulfill the seminar attendance requirements for policyholders who qualify for the WCF Association Discount Program. For policyholders who have signed an association agreement for a premium discount through Utah Manufacturing Association, Associated General Contractors, Utah Trucking Association, Utah Roofing Association, or Utah Home Builders Association, attendance at two 1½-hour seminars or one ½ day seminar fulfills the agreement training requirement. For more information, talk to your insurance agent.

\* Due to the inability to verify attendance for on demand seminars, completing an online course does not count toward the seminar attendance requirements for customers who qualify for the association discount programs or for contractor licensing continuing education.

**Attendance in person is required** to fulfill these requirements.

\*All courses are free to policyholders with the exception of a \$50 materials fee for the OSHA Construction Safety 10-Hour and the OSHA General Industry Safety 10-Hour Seminars.



# 2015

CUSTOMER SEMINAR  
**SCHEDULE**



Workers Compensation Fund  
100 West Towne Ridge Parkway  
Sandy, Utah 84070

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# 2015 CUSTOMER SEMINAR SCHEDULE



WORKERS COMPENSATION FUND



# WCF CUSTOMER SEMINAR INFORMATION & REGISTRATION

## Safety Course Information

- All courses are free to policyholders with the exception of a \$50 materials fee for the OSHA Construction Safety 10-Hour and the OSHA General Industry Safety 10-Hour Seminars. Due to the popularity of these two courses, registration is limited to four people per company.
- Non-WCF policyholders are invited to attend all courses for a fee of \$175 per seminar.
- If you need special accommodations, please contact WCF five working days in advance of the course so arrangements can be made.
- Please note that the schedule and locations may be subject to change.
- For more information, contact the WCF Safety Department at: 800.446.2667 ext. 8103.

➔ **ONLINE REGISTRATION:** [www.wcf.com](http://www.wcf.com)

➔ **PHONE REGISTRATION:** 385.351.8103 or 800.446.2667 ext.8103

You may register by calling the WCF Safety Department, Monday–Friday 8:00 a.m.– 5:00 p.m.



**NEW!**

## WCF SAFETY ACADEMY

Safety & Health Certificate Program



### SAFETY & HEALTH ASSOCIATE

Must complete required courses.

#### REQUIRED COURSES

OSHA 10-hour (Construction or General Industry)  
Controlling Workers Comp Costs  
Incident Investigation  
Industrial Ergonomics or Office Ergonomics  
Preventing Workplace Slips, Trips, and Falls  
Strain & Sprain Injury Prevention Techniques  
Basics of Occupational Health Hazards  
+2 Elective Courses from WCF Safety Schedule



### SAFETY & HEALTH MASTER

Must complete the Associate requirements and required courses.

#### REQUIRED COURSES

Advanced Ergonomics (1/2 day)  
Best Practices in Safety: ANSI Z-10 Standard (1/2 day)  
Industrial Hygiene for the Safety Manager (1/2 day)  
+9 hours or 6 1.5-hour Seminars

Apply online through the safety course registration page at [www.wcf.com](http://www.wcf.com) or call 385.351.8103.

# WORKERS COMPENSATION FUND 2015 SEMINAR SCHEDULE

	DATE	TIME	CLASS	PLACE		DATE	TIME	CLASS	PLACE
JANUARY	1/8	8:30 - 10:00	Preventing Workplace Slips, Trips, and Falls (P) VCO, OD	Sandy	MARCH	3/18	8:30 - noon	Strategies for Return to Work (P)	Ogden
	1/8	10:15 - noon	OSHA 300 log: Understanding the Requirements (C) VCO, OD	Sandy		3/18	8:30 - 5:00	OSHA General Industry Safety 10 hour (Day 1) (C)	Sandy
	1/15	8:30 - noon	<b>NEW!</b> Severe Injury & Fatality Prevention (1/2 day) (P) VCO, VCS	Sandy		3/19	8:30 - noon	OSHA General Industry Safety 10 hour (Day 2) (C)	Sandy
	1/21	8:30 - 5:00	OSHA Construction Safety 10 hour (Day 1) (C)	Sandy		3/26	8:30 - 10:00	Controlling Workers Compensation Costs (P) VCO, OD	Sandy
	1/22	8:30 - noon	OSHA Construction Safety 10 hour (Day 2) (C)	Sandy		3/26	10:15 - 11:45	Incident Investigation (P) VCO, OD	Sandy
	1/29	8:30 - 10:00	<b>NEW!</b> Working Safely from Heights (P) VCO	Sandy	APRIL	4/2	8:30 - 10:00	Behavioral Safety (P) OD	Ogden
	1/29	10:15 - 11:45	Confined Space Safety (C) VCO, OD	Sandy		4/2	10:15 - 11:45	Safety Management: The Balanced Safety Scorecard (P)	Ogden
FEBRUARY	2/4	8:30 - 10:00	Back Injury Prevention (P) OD	Cedar City		4/15	8:30 - 10:00	Forklift Safety Train the Trainer Refresher (C) OD	Salina
	2/4	10:15 - 11:45	Incident Investigation (P) OD	Cedar City		4/15	10:15 - 11:45	Global Harmonization:The New HAZCOM (C) OD	Salina
	2/5	8:30 - 10:00	Back Injury Prevention (P) OD	St. George		4/16	8:30 - 10:00	Driver Safety & Awareness (P) VCO, VCS	Sandy
	2/5	10:15 - 11:45	Incident Investigation (P) OD	St. George		4/16	10:15 - 11:45	<b>NEW!</b> Working Safely from Heights (P) VCO, VCS	Sandy
	2/5	8:30 - 10:00	Incorporating Safety Into Management of Change: Managing Projects (P) VCO, OD	Sandy		4/22	8:30 - 10:00	<b>NEW!</b> Severe Injury & Fatality Prevention (P)	Logan
	2/5	10:15 - 11:45	Safety Culture: Promoting a Safe Workplace Culture (P) VCO, OD	Sandy		4/22	10:15 - 11:45	Forklift Safety Train the Trainer Refresher (C) OD	Logan
	2/12	8:30 - noon	Trucking Industry Safety Seminar (1/2 day) VCO	Sandy		4/22	8:30 - noon	Strategies for Return to Work (P)	Sandy
	2/19	8:30 - 10:00	Heavy Equipment & Excavation Safety (C) VCO	Sandy		4/23	8:30 - 10:00	Noise Control and Hearing Conservation (C) VCO, OD	Sandy
	2/19	10:15 - 11:45	Personal Protective Equipment (C) VCO, OD	Sandy		4/23	10:15 - 11:45	Respiratory Protection (C) VCO, OD	Sandy
	2/25	8:30 - 5:00	OSHA Construction Safety 10 hour (Day 1) (C)	Ogden	MAY	5/6	8:30 - 10:00	<b>NEW!</b> Working Safely from Heights (P)	Ephraim
	2/26	8:30 - noon	OSHA Construction Safety 10 hour (Day 2) (C)	Ogden		5/6	10:15 - 11:45	OSHA Injury Prevention for Small Businesses (C) OD	Ephraim
3/4	8:30 - 5:00	OSHA Construction Safety 10 hour (Day 1) (C)	St. George	5/7		8:30 - 10:00	Bloodborne Pathogens: The OSHA Requirements (C) VCO, VCS, OD	Sandy	
3/5	8:30 - noon	OSHA Construction Safety 10 hour (Day 2) (C)	St. George	5/7		10:15 - 11:45	<b>NEW!</b> Basics of Occupational Health Hazards (P) VCO, VCS	Sandy	
3/5	8:30 - 10:00	<b>NEW!</b> Using Human Performance Indicators in Your Safety Program (P) VCO	Sandy	5/13		8:30 - 11:45	Serious Injury & Fatality Prevention for the Oilfield (P)	Vernal	
3/5	10:15 - 11:45	Strain & Sprain Injuries: Prevention Techniques (P) OD, VCO	Sandy	5/13		8:30 - 5:00	OSHA Construction Safety 10 hour (Day 1) (C)	Sandy	
3/12	8:30 - 10:00	Ergonomics: Industrial Ergonomics (P) VCO, OD	Sandy	5/14		8:30 - noon	OSHA Construction Safety 10 hour (Day 2) (C)	Sandy	
3/12	10:15 - 11:45	Training: Effective Safety Training Techniques (P) VCO, OD	Sandy	5/21		8:30 - 10:00	Controlling Workers Compensation Costs (P) OD, VCO	Sandy	
				5/21		10:15 - 11:45	Preventing Workplace Slips, Trips, and Falls (P) OD, VCO	Sandy	

DATE TIME CLASS PLACE					DATE TIME CLASS PLACE				
JUNE	6/3	8:30 - 10:00	Helping Employees Make the Safe Choice (P) OD	Provo	OCTOBER	10/8	10:15 - 11:45	Electrical Safety & Lockout/Tagout (C) VCO, OD	Sandy
	6/3	10:15 - 11:45	Training: Effective Safety Training Techniques (P) OD	Provo		10/14	8:30 - noon	Strategies for Return to Work (P)	Provo
	6/4	8:30 - 10:00	Risk Management: Identifying, Assessing, & Reducing Risk (P) VCO	Sandy		10/22	8:30 - 10:00	Forklift Safety Train the Trainer Refresher (C) VCO, VCS, OD	Sandy
	6/4	10:15 - 11:45	<b>NEW!</b> Using Human Performance Indicators in Your Safety Program (P) VCO	Sandy		10/22	10:15 - 11:45	Machine Guarding (C) VCO, VCS, OD	Sandy
	6/11	8:30 - 10:00	Managing an Effective Safety Committee (P) VCO, VCS, OD	Sandy		10/29	8:30 - 10:00	<b>NEW!</b> Using Human Performance Indicators in Your Safety Program (P) VCO	Sandy
	6/11	10:15 - 11:45	Strain & Sprain Injuries: Prevention Techniques (P) VCO, VCS, OD	Sandy		10/29	10:15 - 11:45	Fraud Prevention: Protecting the Legitimate Need VCO	Sandy
	6/23	8:30 - 11:45	<b>NEW!</b> Safety Summit VCO, VCS	Sandy	NOVEMBER	11/4	8:30 - noon	Strategies for Return to Work (P)	Sandy
AUGUST	8/26	8:30 - 10:00	<b>NEW!</b> Severe Injury & Fatality Prevention (P)	Ogden		11/4	8:30 - 10:00	Safety Programs for Small Businesses (P)	Cedar City
	8/26	10:15 - 11:45	Keeping the Aging Workforce Safe (P) OD	Ogden		11/4	10:15 - 11:45	Electrical Safety & Lockout/Tagout (C) OD	Cedar City
SEPTEMBER	9/3	8:30 - noon	Best Practices in Safety: ANSI Z10 Standard (1/2 day) (P)	Sandy		11/5	8:30 - 10:00	Safety Programs for Small Businesses (P)	St. George
	9/9	8:30 - 10:00	<b>NEW!</b> Working Safely from Heights (P)	Provo		11/5	10:15 - 11:45	Electrical Safety & Lockout/Tagout (C) OD	St. George
	9/9	10:15 - 11:45	OSHA Injury Prevention for Small Businesses (C) OD	Provo		11/5	8:30 - 10:00	Safety Management: The Balanced Safety Scorecard (P) VCO	Sandy
	9/10	8:30 - 10:00	Incident Investigation (P) VCO, VCS, OD	Sandy		11/5	10:15 - 11:45	Incorporating Safety Into Management of Change: Managing Projects (P) VCO, OD	Sandy
	9/10	10:15 - 11:45	<b>NEW!</b> Using Human Performance Indicators in Your Safety Program (P) VCO, VCS	Sandy		11/11	8:30 - 10:00	Safety Management: The Balanced Safety Scorecard (P)	Logan
	9/16	8:30 - noon	Strategies for Return to Work (P)	Logan		11/11	10:15 - 11:45	OSHA: The Top OSHA Citations (C)	Logan
	9/17	8:30 - 10:00	Keeping the Aging Workforce Safe (P) VCO, OD	Sandy		11/12	8:30 - 10:00	Preventing Workplace Slips, Trips, and Falls (P) VCO, OD	Sandy
	9/17	10:15 - 11:45	Violence in the Workplace (P) VCO, OD	Sandy		11/12	10:15 - 11:45	Safety Culture: Promoting a Safe Workplace Culture (P) VCO, OD	Sandy
	9/23	8:30 - 10:00	<b>NEW!</b> Severe Injury & Fatality Prevention (P)	Price		11/18	8:30 - 5:00	OSHA Construction Safety 10 hour (Day 1) (C)	Sandy
	9/23	10:15 - 11:45	Training: Effective Safety Training Techniques (P) OD	Price		11/19	8:30 - noon	OSHA Construction Safety 10 hour (Day 2) (C)	Sandy
	9/24	8:30 - 10:00	Safety Management 101 (P) VCO, OD	Sandy	DECEMBER	12/2	8:30 - 10:00	OSHA 300 Log: Understanding the Requirements (C) OD	Ogden
	9/24	10:15 - 11:45	Wellness and Injury Prevention Programs (P) VCO, OD	Sandy		12/2	10:15 - 11:45	Emergency/Disaster Planning & Recovery (P) OD	Ogden
OCTOBER	10/1	8:30 - 10:00	Managing Your Experience Modifier (P) VCO	Sandy		12/3	8:30 - noon	<b>NEW!</b> Severe Injury & Fatality Prevention (1/2 day) (P) VCO	Sandy
	10/1	10:15 - 11:45	Ergonomics: Office Ergonomics & Safety (P) VCO, OD	Sandy		12/10	8:30 - 10:00	Wellness and Injury Prevention Programs (P) VCO, VCS, OD	Sandy
	10/8	8:30 - 10:00	Drug Free Workplace: Promoting a Drug Free Environment (P) VCO, OD	Sandy		12/10	10:15 - noon	OSHA 300 Log: Understanding the Requirements (C) VCO, VCS, OD	Sandy

# WORKERS COMPENSATION FUND 2015 CUSTOMER SEMINAR DESCRIPTIONS

**Back Injury Prevention:** Back injuries are the most costly injuries because of lost work time. This course will discuss basic safe lifting techniques and the risk factors for back injury. Proper body mechanics for lifting will also be discussed. (This course approved for 1.5 Professional Contractor Continuing Education hours). **2/4, 2/5 (P) OD**

**NEW! Basics of Occupational Health Hazards:** This course is designed to help managers understand the art and science of measuring for chemicals, dust, and noise as it applies to the modern workplace. Skills necessary for the anticipation, recognition, evaluation and control of various subtle workplace hazards will be discussed. Workplace exposure values will also be discussed as well as the basics of chemical toxicology. (This course approved for 1.5 Professional Continuing Education hours). **5/7 (P) VCO, VCS**

**Behavioral Safety:** This course is an introduction to the concepts of behavioral safety. The workplace cultures and management styles in which the behavioral safety process can be successful will be discussed. Basic elements of behavioral safety will be represented and resources provided on how to implement the process in the workplace. (This course approved for 1.5 Professional Contractor Continuing Education hours). **4/2 (P) OD**

**Best Practices in Safety: ANSI/AIHA Z10-2005 Standard (1/2 day):** The ANSI/AIHA Z-10-2012 Standard for Occupational Health and Safety Management Systems is a valuable tool for employers to use to evaluate their current safety management system and compare it to industry best practices. This course will provide an overview of the standard and discuss how to use it in developing new, or in evaluating current safety management systems. (This course approved for 3 Professional Contractor Continuing Education hours). **9/3 (P)**

**Bloodborne Pathogens: The OSHA Requirements:** This course will give participants basic knowledge of the bloodborne pathogen requirements based on the Occupational Safety and Health Administration (OSHA) standard (1910.1030). Topics discussed will include; establishing an exposure control plan, use of engineering controls, handling of sharps, use of personal protective equipment (PPE), labels and signs to communicate hazards, post exposure follow-up, record keeping and the training requirements for your employees that are exposed to bloodborne pathogens. (This course approved for 1.5 Core Contractor Continuing Education hours). **5/7 (C) VCO, VCS, OD**

**Confined Space Safety:** This course will review the requirements of the OSHA Confined Space Standard, the hazards involved in confined spaces and how to eliminate, control or minimize such hazards. An introduction to atmospheric testing of confined spaces will also be provided. (This course approved for 1.5 Core Contractor Continuing Education hours). **1/29 (C) VCO, OD**

**Controlling Workers Compensation Costs:** It is very important to understand sound workers compensation management principles and how to implement them into business management systems. This course will explain the basics of workers compensation pricing and how you can help control the cost of workers compensation insurance. (This course approved for 1.5 Professional Contractor Continuing Education hours). **3/26, 5/21 (P) VCO, OD**

**Driver Safety & Awareness:** Motor vehicle accidents are among the leading causes of fatalities in the U.S. This course was developed by safety experts at WCF. It will teach awareness and driving skills that will assist drivers in making safe driving decisions. This course does not give points off on attendees' driving records, but it may save lives. (This course approved for 1.5 Professional Contractor Continuing Education hours). **4/16 (P) VCO, VCS**

**Drug Free Workplace: Promoting a Drug Free Environment:** Topics discussed will include how to develop a Drug Free Workplace Program, how to plan

and implement a substance abuse testing program, and a discussion of the signs of drug use. (This course approved for 1.5 Professional Contractor Continuing Education hours). **10/8 (P) VCO, OD**

**Electrical Safety & Lockout/Tagout:** This is a basic electrical safety course to help participants recognize the electrical hazards that might be present in the workplace. Participants will also receive information to assist them in complying with OSHA's Control of Hazardous Energy Standard (29 CFR 1910.146). (This course approved for 1.5 Core Contractor Continuing Education hours). **10/8, 11/4, 11/5 (C) VCO, OD**

**Emergency/Disaster Planning & Recovery:** Emergency management issues will be presented, as well as resources for continuity planning in the event of business interruption. This course will review both the process and the elements that must be included in any effective continuity plan. The last portion of this class will explore emergency plan testing and plan maintenance to ensure the continuing viability of business. (This course approved for 1.5 Professional Contractor Continuing Education hours). **12/2 (P) OD**

**Ergonomics: Industrial Ergonomics:** This course introduces fundamental ergonomic principles and how they apply to the industrial environment. Common ergonomic risk factors will be reviewed. Tips to optimize posture and to increase comfort and productivity will be discussed. (This course approved for 1.5 Professional Contractor Continuing Education hours). **3/12 (P) VCO, OD**

**Ergonomics: Office Ergonomics & Safety:** This course introduces fundamental ergonomic principles and how they apply to the office environment. Common ergonomic risk factors will be reviewed. Tips to optimize workstation setup and employee posture and to increase comfort and productivity will be discussed. (This course approved for 1.5 Professional Contractor Continuing Education hours). **10/1 (P) VCO, OD**

**Forklift Safety Train-the-Trainer Refresher:** This course will cover aspects of forklift operator training and will prepare participants to develop and implement an in-house program in compliance with the OSHA standard for powered industrial trucks (29 CFR 1910.178). Critical issues of safe lift truck operations will be discussed, and materials to help implement the program will be available. (This course approved for 1.5 Core Contractor Continuing Education hours). **4/15, 4/22, 10/22 (C) VCO, VCS, OD**

**Fraud Prevention: Protecting Legitimate Need:** This course outlines the business impact of workers compensation fraud. Topics will include identification and prevention of fraud. Resources and information will be provided for employers to protect their businesses, and deter illegitimate claims. **10/29 VCO**

**Global Harmonization: The new HAZCOM:** This course will review the global harmonized system for chemical safety. Updates in OSHA's HAZCOM program will also be discussed. New training requirements went into effect December 2013. (This course approved for 1.5 Core Contractor Continuing Education hours). **4/15 (C) OD**

**Heavy Equipment & Excavation Safety:** This course is designed to outline common safety precautions and safety failures that occur when using heavy equipment. The most common OSHA citations, hazards associated with heavy equipment, and safe work practices for operating heavy equipment will be discussed. The applicable OSHA Construction Standards (1926.651) will also be reviewed. (This course approved for 1.5 Core Contractor Continuing Education hours). **2/19 (C) VCO**

**Helping Employees Make the Safe Choice:** This course will look at ideas for safe behavior management and provide you with means to help employees make the right choice when dealing with safety issues. Safety training alone doesn't make employees safe. Unsafe choices may lead to injury. We will discuss how to help

employees choose to work safely, even when they are not continually under direct supervision. We will also review current safe behavior management ideas that are increasingly being accepted in the workplace, as well as new ways, to help your employees have a safe workday, every day. (This course approved for 1.5 Professional Contractor Continuing Education hours). **6/3 (P) OD**

**Incident Investigation:** This course will give participants basic investigative techniques and management tools directed at gathering information during an incident investigation. It will focus on underlying accident causation in order to prevent reoccurrences. (This course approved for 1.5 Professional Contractor Continuing Education hours). **2/4, 2/5, 3/26, 9/10 (P) VCO, VCS, OD**

**Incorporating Safety Into Management of Change: Managing Projects:** Has your organization purchased new equipment or changed a process in the last year? Were safety considerations taken into account throughout the change process? Organizations often make changes to equipment and processes, typically to improve the quality or efficiency. Management of these changes is critical to the success of your organization. This course will focus on methods to incorporate safety into the management of change process. We will discuss the basics of a management of change process, key safety elements, development and implementation of a Management of Change Procedure that includes safety. (This course approved for 1.5 Professional Contractor Continuing Education hours). **2/5, 11/5 (P) VCO, OD**

**Keeping the Aging Workforce Safe:** The demographics in the workplace are changing. More individuals are working later in life than in years past. Come learn how to ensure your safety program is addressing all workers and how best to keep them injury free. (This course approved for 1.5 Professional Contractor Continuing Education hours). **8/26, 9/17 (P) VCO, OD**

**Machine Guarding:** Basic machine guarding techniques and a variety of machinery guarding options will be discussed. This course is designed to give participants basic knowledge of machine guarding requirements based on the Occupational Safety and Health Administration (OSHA) and American Standards Institute (ANSI) protocol. (This course approved for 1.5 Core Contractor Continuing Education hours). **10/22 (C) VCO, VCS, OD**

**Managing An Effective Safety Committee:** Safety committees are a valuable key to a successful safety program. The challenge for employers is to develop an effective safety committee with members who are knowledgeable in effective safety and injury prevention programs. This course will provide attendees with ideas for developing and managing an effective safety committee to ensure the best possible use of this valuable resource in reducing injuries and promoting workplace safety culture. (This course approved for 1.5 Professional Contractor Continuing Education hours). **6/11 (P) VCO, VCS, OD**

**Managing Your Experience Modifier:** Managing your experience modifier is critical to containing insurance costs. This course introduces basic concepts of the NCCI Experience Modifier such as its purpose and basic calculation. The final section of this class will feature a discussion on how to manage the experience modifier. (This course approved for 1.5 Professional Contractor Continuing Education hours). **10/1 (P) VCO**

**Noise Control & Hearing Conservation:** This course will provide a basic understanding of the principles of noise control and hearing conservation to assist you in protecting your employees from the permanent effects of noise induced hearing loss. The requirements of the OSHA Hearing Conservation Standard (1910.195) will be reviewed. Various alternatives for noise dampening and control in the workplace will also be discussed. (This course approved for 1.5 Core Contractor Continuing Education hours). **4/23 (C) VCO, OD**



**OSHA 300 Log: Understanding the Requirements:**

This course will discuss the OSHA requirements for recordkeeping, including tracking and documenting workplace injuries/illnesses and filling out the required OSHA 300 log form. This course will review the “300 Form” and the basic subtleties between “OSHA recordable” and “reportable” injuries. Basic principles of claims management will also be discussed. (This course approved for 1.5 Core Contractor Continuing Education hours). 1/8, 12/2, 12/10 (C) VCO, VCS, OD

**OSHA Construction Safety 10-hour:** Using OSHA standards as a guide, this 10 hour course will provide safety information on topics directly impacting most construction companies. Two-day attendance is necessary to receive an OSHA completion card, which is a requirement on many bid submissions and job sites. Attendance fee for this course: **WCF policyholders – \$50, Non-WCF policyholders – \$175.** (Limit 4 enrollments per company.) (This course approved for 10 Core Contractor Continuing Education hours). 1/21-22, 2/25-26, 3/4-5, 5/13-14, 11/18-19 (C)

**OSHA General Industry Safety 10-hour:** Using OSHA General Industry Standards as a guide, this 10-hour course provides safety and related information to businesses who fall under OSHA's general industry standards. Two-day attendance is required to receive an OSHA completion card. Attendance fee for this course: **WCF policyholders – \$50, non-WCF policyholders – \$175.** (Limit 4 enrollments per company.) (This course approved for 10 Core Contractor Continuing Education hours). 3/18-19 (C)

**OSHA Injury Prevention for Small Businesses:** This course is designed to assist the small business owner with safety and injury prevention programs. A general overview of OSHA regulations that may apply to small businesses will be discussed. Information on resources available to small businesses to assist with OSHA compliance and injury prevention programs will be provided. (This course approved for 1.5 Core Contractor Continuing Education hours). 5/6, 9/9 (C) OD

**OSHA : The Top Citations:** This course will examine several of the standards that were most frequently cited by OSHA in the most recent year available. It will also include a brief overview of the OSHA inspection process and recordkeeping requirements associated with the OSHA 300 log. (This course approved for 1.5 Core Contractor Continuing Education hours). 11/11 (C)

**Personal Protective Equipment:** This course provides an overview of the OSHA, and NIOSH requirements for the selection and use of personal protective equipment. It will discuss hazard assessments and employee training as required by the OSHA Personal Protective Equipment Standard. (This course approved for 1.5 Core Contractor Continuing Education hours). 2/19 (C) VCO, OD

**Preventing Workplace Slips, Trips & Falls:** This course will provide techniques and principles for preventing slips, trips and falls in the workplace due to slippery or cluttered work surfaces. WCF's new slip & fall prevention tool will be reviewed. NOTE: This course is not a course in fall protection from heights. (This course approved for 1.5 Professional Contractor Continuing Education hours). 1/8, 5/21, 11/12 (P) VCO, OD

**Respiratory Protection:** This course provides the tools and knowledge needed to implement and manage a respiratory protection program, as required by OSHA. This course will review updates to standards, approved respirator types, and correct respirator selection, fit and usage. (This course approved for 1.5 Core Contractor Continuing Education hours). 4/23 (C) VCO, OD

**Risk Management: Identifying, Assessing & Reducing Risk:** If you feel your safety program is at a plateau and you are looking to take that next step to developing a “world class” safety program, look to an approach of reducing your risks. Just about everything we do at work involves some degree of risk to loss due to injury, product or property damage. This course will provide the tools necessary to assess, prioritize and

formulate a specific plan of action to reducing risk and the subsequent potential for dollar losses. (This course approved for 1.5 Professional Contractor Continuing Education hours). 6/4 (P) VCO

**Safety Culture: Promoting a Safe Workplace Culture:**

The success of a company is directly related to its corporate culture and integrated in that culture is the way in which a company views the importance of safety. This course is designed to help companies realize the importance of establishing a strong safety culture within an organization and that corporate culture ultimately determines injury frequency and severity. (This course approved for 1.5 Professional Contractor Continuing Education hours). 2/5, 11/12 (P) VCO, OD

**Safety Management 101:** This course describes traditional safety management principles. Key elements of a written safety program will be described. Participants will learn safety management techniques that will help them transform a written safety program into work operations. (This course approved for 1.5 Professional Contractor Continuing Education hours). 9/24 (P) VCO, OD

**Safety Management: The Balanced Safety Scorecard:**

World class S&H programs look at many data sources to track their progress towards injury and illness prevention. Recent research, as well as ANSI best practice standards, confirm the necessity of examining both leading and trailing indicators in a “Balanced Scorecard” approach. This seminar will define these indicators and provide an easy to use “scorecard” that gives management and line employees a high impact, common frame of reference for measuring safety performance. (This course approved for 1.5 Professional Contractor Continuing Education hours). 4/2, 11/5, 11/11 (P) VCO

**Safety Programs for Small Businesses:** This course outlines the necessary elements of an effective safety program for preventing injuries. Fundamentals of safety program development and implementation will be presented. Example safety programs will be reviewed. (This course approved for 1.5 Professional Contractor Continuing Education hours). 11/4, 11/5 (P)

**NEW! Safety Summit:** Come join WCF's first safety summit in honor of Utah Safety Week. Best practices in safety and how to implement effective safety programs will be discussed. WCF safety award winners will present real life how to's for an effective safety program. 6/23 VCO, VCS

**NEW! Severe Injury & Fatality Prevention Seminars:**

There were 4,628 workplace fatalities in the United States in 2012, and there are hundreds of life changing, severe injuries every day. These three workshops focus on proactive measures that can be taken to identify and prevent fatalities and severe injuries in the workplace. Topics include: Severe Injury/Fatality Data, Why Traditional Safety Efforts Sometimes Fall Short, Using a Safety Culture Assessment to Prevent Severe Injuries, Identifying and Characterizing Workplace Risks, Incident Investigations Including Near Miss Tracking, Human Performance Indicators—What Motivates Workers?

- 1) Severe Injury and Fatality Prevention 1.5 hour:** (This course approved for 1.5 Professional Contractor Continuing Education hours). 4/22, 8/26, 9/23 (P)
- 2) Severe Injury and Fatality Prevention for the Oilfield (1/2 day):** This seminar will cover specific exposures for the oilfield employees 5/13 (P)
- 3) Severe Injury and Fatality Prevention (1/2 day):** This course features more in-depth information to prevent injury and fatality in the workplace. (This course approved for 3.0 Professional Contractor Continuing Education hours). 1/15, 12/3 (P) VCO, VCS

**Strain & Sprain Injuries: Prevention Techniques:**

This course will focus on the fundamental components of a successful strain and sprain injury prevention program. Basic techniques in awareness, training and conditioning used for effective strain and sprain injury prevention will be highlighted. Participants will leave with samples and helpful information to assist them in injury prevention and control. (This course approved for 1.5 Professional Contractor Continuing Education hours). 3/5, 6/11 (P) VCO, VCS, OD

**Strategies for Return to Work (Strategies for Managing Lost Time Claims):**

This course will detail important aspects of returning injured workers back to functioning employees, thus reducing overall costs. This is a “win-win” process for you and your employee. (This course approved for 1.5 Professional Contractor Continuing Education hours). 3/18, 4/22, 9/16, 10/14, 11/4 (P)

**Training: Effective Safety Training Techniques:** This course will focus on effective safety presentation and training techniques for the most effective learning environment. Adult learning theory will be discussed as well as the “do's and don'ts” for the safety trainer. (This course approved for 3 Professional Contractor Continuing Education hours). 3/12, 6/3, 9/23 (P) VCO, OD

**Trucking Industry Safety Seminar (1/2 day):** This course is designed to address the safety and claims management issues specific to the trucking industry. Lunch will be provided. 2/12 VCO

**NEW! Using Human Performance Indicators in Your Safety Program:** Human Performance Indicators is a system of identifying and analyzing the root causes of performance issues, and implementing big picture solutions across the organization. The system approach puts new perspective on human error: it is not a cause of failure, alone, but rather a symptom of deeper trouble within your organization's system. In this seminar you will learn to identify error precursors in your workplace and implement tools in your organization that are designed to help you reduce the consequence of errors to zero. (This course approved for 1.5 Professional Contractor Continuing Education hours). 3/5, 6/4, 9/10, 10/29 (P) VCO, VCS

**Violence in the Workplace:** This course will offer ideas and help with dealing with upset individuals in the workplace. Techniques for defusing hostile situations, improving customer relations, and preventing robbery will be presented. Course objectives are to help employers provide a safe workplace and reduce the risk of a violent incident. (This course approved for 1.5 Professional Contractor Continuing Education hours). 9/17 (P) VCO, OD

**Wellness and Injury Prevention Programs:** There are well known benefits resulting from both workplace wellness and safety programs. These programs can be, and typically are, implemented separately and independently of one another. In this seminar, we will look at the benefits and improved efficiencies of integrating these programs together into one overarching Health, Safety and Wellness program. (This course approved for 1.5 Professional Contractor Continuing Education hours). 9/24, 12/10 (P) VCO, VCS, OD

**NEW! Working Safely From Heights:** Working at heights remains one of the biggest causes of fatalities and serious injuries. This seminar is specifically designed to help prevent falls from heights in the workplace. Exposure from heights from ladders, elevated platforms, scaffolding and many more will be covered. OSHA standards on working from heights and best practices to prevent falls will be highlighted. (This course approved for 1.5 Core Contractor Continuing Education hours). 1/29, 4/16, 5/6, 9/9 (C) VCO, VCS

(P) = This course meets the requirements for professional continuing education hours for contractor licensing.

(C)\* = This course meets the requirements for core continuing education hours for contractor licensing.

OD = On Demand - This course is available for viewing on demand through WCF Online Safety Seminars.

VCO = Video Conference Ogden – This course is available via video conference at the WCF Ogden branch office. (Check course schedule for specific dates.)

VCS = Video Conference St. George – This course is available via video conference at the WCF St. George branch office. (Check course schedule for specific dates.)

\*Per Utah Division of Occupational and Professional Licensing (DOPPL) requirements, WCF Seminars provide only professional continuing education credit for licensed plumbers and electricians